

## **MINUTES OF .... Meeting to Discuss Policy Council**

**Details**      **Date: January 30, 2008**  
**Time: Noon**  
**Place: County Government Center, 385 N. Arrowhead Ave., 5<sup>th</sup> Floor Magda Lawson Room, San Bernardino**

**Attendees:** Charles Adams, Community Action Partnership  
DeAnna Avey-Motikeit, Department of Children's Services  
Margaret Beed, M.D., Department of Public Health  
Karen Bell, DA – Juvenile Division  
Ryan Berryman, HS Legislation and Research  
Amy Cousineau, Children's Network  
David Dobson, Department of Community Development and Housing  
Chris Gardner, Juvenile – Public Defender  
Rosa Gomez, Department of Behavioral Health  
Ron Griffin, Preschool Services Department  
Linda Haugan, Human Services Administration  
Margaret Hill, San Bernardino County Superintendent of Schools  
Regina Coleman, County Counsel  
Allan Rawland, Department of Behavioral Health  
Karen Scott, First 5 San Bernardino  
Honorable Marsha Slough, Juvenile Court  
Lisha Smith, 5<sup>th</sup> District Board of Supervisors  
Rebecca Stafford, Children's Fund  
Nancy Swanson, Transitional Assistance Department  
Kathy Watkins, HS Legislation and Research  
Greg Zerovnik, San Bernardino County Library  
David Zook, 1<sup>st</sup> District Board of Supervisors  
Susan Taylor, Children's Network  
Holly Benton, Juvenile – Probation  
Tammy Williams, Children's Network

**Meeting  
Purpose**

Judge Slough welcomed everyone and self-introductions were made. A motion was made to approve the agenda as it was submitted, first by DeAnna Avey-Motikeit, and a second by Linda Haugan. Suggested correction from the minutes on page 4 reflects that Sue Taylor is to provide the missing pages from the Department of Behavioral Health to Rosa. A motion was made to accept the minutes with the above change, first by Rosa Gomez, and a second by Ron Griffin.

## Topics

### Discussed

The table below identifies the topics discussed in the meeting and the person who led each discussion.

Topic	Discussion Leader
Welcome and Introductions	Judge Slough
Approval of Agenda	Judge Slough
Approval of December 2007 Minutes	Judge Slough
Children's Fund Report	Rebecca Stafford
IPC (Interagency Placement Council) Update	Amy Cousineau
Foster Care Summit Update	DeAnna Avey-Motikeit
Children's Network Annual Report Data deadline	Sue Taylor
State Child Welfare Council – Update on Priority Areas	DeAnna Avey-Motikeit
Request that Policy Council approve DCS Director's recommendation for PSSF/CAPIT contracts	DeAnna Avey-Motikeit
Request Policy Council to approve the formation of subcommittee to select the "Lifetime Advocate Award"	Sue Taylor/Amy Cousineau
Request Policy Council to review recommendation to IPC on RCL increase for Fields Comprehensive Group Homes	Amy Cousineau
Other	All
Pubic Comment	All

## Actions

Topic	Who is Responsible	Deadline
Amy to write a job description for the Resource Specialist.	Amy and Linda	By the February Policy Council meeting.
Linda stated HR would have to be involved with the classification process and to see if there is a vacant PS I position in Human Services.	Linda and Amy	
It was suggested that Amy write a brief concept paper to be presented to PEI and that she can meet	Amy and Andre	

<b>with Andre Bossieux.</b>		
<b>Amy to meet also with Holly Benton of Probation as they have good data on their VIP program that could be added to the Concept paper she and Andre are to write.</b>	<b>Amy, Holly, and Andre</b>	
<b>Tammy to get the California Child Welfare Council form from DeAnna and e-mail it to all Policy Council Members and coordinate their responses.</b>	<b>Tammy and DeAnna</b>	<b>ASAP</b>
<b>Deadline to get responses to Tammy on the California Child Welfare Council form is February 14<sup>th</sup>.</b>	<b>Tammy and Policy Council members.</b>	<b>February 14th</b>
<b>Report back at February 27<sup>th</sup> meeting on the responses on the California Child Welfare Council form.</b>	<b>Amy and Tammy</b>	<b>February 27th</b>
<b>Amy was asked to gather more information on the Fields request for presentation at the February Policy Council meeting.</b>	<b>Amy</b>	<b>February 27th</b>
<b>Kathy Watkins stated she could review the group home incident reports from the Fields Comprehensive Group Homes to share at the next Policy Council meeting.</b>	<b>Kathy</b>	<b>February 27th</b>

**Key points:  
Children's Fund  
Report**

**The following highlights were given:**

- Rebecca gave big thanks for all the help from staff on the Christmas campaign. It was another huge success. She mentioned that DeAnna and her staff were very helpful. She stated this year they took in ½ million dollars and served 13,085 children.
- Rebecca asked everyone to look at their handout, showing the moving date and location for Children's Fund and Children's Network. Both will be moving to 825 East Hospitality Lane, 2<sup>nd</sup> Floor San Bernardino on February 22, 2008. They will be sharing the floor with HS – PDD (Human Services – Program Development Division) staff. She asked the Department Heads to share this information and asked that case managers be patient during the move.
- Rebecca stated they collected Christmas gifts from all departments and some extra for Veteran's children so the total children served for both campaigns is 37,885.
- Rebecca stated that some of the children's desires for gifts were; learning toys, toiletries, bikes, dolls, luggage, electronics, I-pods, cell phones, etc. Rebecca mentioned this year they were able to go to Los Angeles and get big discounts because of their non-profit status. She said they also got some really nice gifts this year from Target and Wal-Mart.
- DeAnna asked if they could buy any gifts for Independent City next year?  
Response: **DeAnna was asked to e-mail Rebecca before the campaign starts in 2008.**

**Key points:  
IPC (Inter-agency  
Placement Council)  
Update**

**The following highlights were given:**

- Amy mentioned that an IPC Subcommittee was formed under Policy Council. She asked everyone to review the one page summary in his or her agenda packet.
- Amy stated there are four workgroups working on specific issues dealing with IPC: Group Homes; Operations; Steering; and Purpose.
- It has been decided from the Membership/Leadership subgroup that DBH (Department of Behavioral Health) will continue to chair the group. It was determined to keep the leadership with DBH, since they have been historically meeting there, and they have a system in place to deal with required monitoring of RCL 14 (Rate Classification Level) facilities and placements.
- Amy stated that the Mission/Purpose group is working on standardized forms and instructions. They are about 50% done, and intend to ask HS PDD Supervisor, Jeanine Chenault if her staff can assist in the process.

- Amy chairs the Group Home Policy subcommittee. They will ask County Counsel to review the protocol and to respond 60 to 90 days.
- DeAnna asked about a current assessment of all the group home levels in the County and which children are placed there. Kathy Watkins stated that her staff conducts a Group Home study of San Bernardino and Riverside Counties every two years, which takes approximately nine months. She said that typically the data does not change much from one study to the next.
- It was asked who checks on the higher-level placements with site visits?  
Response: Shirley Chaney makes a site visit to all group home facilities once a year. Probation also has a check and balance on the group homes they use.
- DeAnna asked since there are not very many RCL 14 beds, how many days do children stay at Loma Linda Behavioral in a locked facility just waiting for a less restrictive placement? She stated that this population needs to really be watched. DeAnna mentioned that there is a very high administrative cost with no line budget item to pay for those types of placements.
- DeAnna stated she would like IPC to conduct a six-month in-depth analysis of children's needs in higher-level group homes and have the ability to issue a formal recommendation. This would apply to out-of-state placements as well.
- Judge Slough mentioned from the court perspective. She is concerned about sending these children out-of-state because there is no facility in our county for these children.

**Key points:  
Foster Care  
Summit  
Update, etc.**

**The following highlights were given:**

- DeAnna stated this year's Foster Care Summit would focus more on youth and foster parents.
- The invitation letter that was signed by Judge Slough has been mailed out to foster parent, foster youth, Mayors of San Bernardino County, Board of Supervisors, Juvenile Court personnel and attorneys, and other collaborative, agencies that would benefit from the summit.
- Allan Rawland noticed all the logos on the invitation letter. He asked would there be deliverables? Response: Yes.
- There will be four breakout sessions covering the following topics: navigating the educational system, such as the High School Exit Exam, etc.; life long connectivity covered by DCS; youth input covered by DBH- TAY staff and foster youth; leveraging mental health services, housing, expanding Medi-Cal, drug treatment, and flexible spending and awareness of funding of PEI (Prevention Early Intervention), by Rosa and Amy; Dr. Ann Unterreiner from the University of Redlands to speak on a collaborative she is forming for foster youth issues; Gloria Affatati will give an overview of the last 16 months; Mike Schertell will speak on, From Isolation to Connection; and then there will be activities coordinated by foster youth.

- DeAnna stated that space is limited, so please sign up as soon as possible. The invitation letter was placed in everyone's agenda packet.
- DeAnna stated that the Foster Care Summit will be held on Saturday, March 15<sup>th</sup> with registration starting at 9 a.m. and the day should be completed by 3 p.m.
- DeAnna stated that the Foster Care Summit workgroup would be meeting on Monday, February 4<sup>th</sup> to go over the final details.
- DeAnna mentioned that the Children's Network Policy Council sanctions the Foster Care Summit workgroup.
- DeAnna stated over the many months that the Foster Care Summit workgroup has met one theme that continues to come up is the need for a Resource Specialist that would manage resources such as a clearinghouse for all resources. Another recommendation by the Foster Care Summit workgroup has been the need to develop a Mentoring Collaborative with involvement from; Big Brothers, Big Sisters, YES, VISTA, CASA, VIP, etc. This would be the Resource Specialist's first task to form a Mentoring Collaborative because it fits into the life long connections for foster children. It was also felt that this position would be a nice addition to Children's Network, since they already collaborate with the community.
- Judge Slough mentioned that would be a very good idea, because there is people that want to help by volunteering, etc. It would be great to have a place to direct those wanting to help.
- It was mentioned that the Resource Specialist would probably be the classification of Program Specialist. Linda Haugan stated that was a good idea, but that there would need to be a vacant position with a position number to use as there will not be any new positions.
- **Amy suggested that the Foster Care Summit issues could be left on the agenda as a line item, so that the Policy Council members would know what is currently going on.**
- Karen Bell mentioned she would really like to see 15 to 18 year old Probationers hooked into the mentoring as they could use some help. She mentioned that these children have truancy issues and many go to state prison, so mentors could help lots of them.
- Karen stated the Truancy Lawyers and the PO's (Probation Officers) would find the Resource Specialist a great need to fulfill some of their issues.
- Rosa stated that DAAS (Department of Aging, Adult Services) has a resource number that has a person tied to it that has access to all resources available. She thinks the same could be done for children with a buy-in from the community.

**Key points:  
Children's  
Network  
Annual Report  
Data Deadline**

**The following highlights were given:**

- Sue Taylor mentioned that she is still waiting on data from four departments, but she expects to hear back from them next week.
- Sue mentioned she is doing the fine-tuning now, and expects a finished product to go to print by the end of February.

**Key points:  
State Child  
Welfare Council –  
Update on  
Priority Areas**

**The following highlights were given:**

- DeAnna suggested everyone review the letter and form in the agenda packets and asked for a response from Policy Council members.
- DeAnna mentioned at a January meeting it was determined that priorities need to set for services for children in San Bernardino County.
- DeAnna stated that the action plan includes workload on cases and to improve outcomes.
- She stated this county has not met some Federal outcomes, so the State has been sanctioned recently 8.9 million dollars. She stated there are 16 indicators that must be met and currently 14 are being met.
- DeAnna stated the second part is to develop a plan for at-risk children for systems through promising practices in Children and Family Services.
- DeAnna stated that per AB 636 those outcomes from: Juvenile Court, DBH, Public Health, Schools, Preschools, and DCS must get in alignment.
- Linda asked if there is a mandate by legislation as to what the Feds. Are doing to this county? Response, yes it has been discussed.
- Kathy Watkins stated that there have been direct policy statements at state level like this Policy Council. Public Health, Schools, Education, DBH, and Court have had interdisciplinary discussions about to consider.
- Kathy stated that two priorities would be selected.
- Kathy stated the response time is March, and that local Policy Councils will need to keep in mind for foster youth; safety, permanency, and well-being.
- It was asked to get back issues and discussion to DeAnna.
- It was mentioned that the priority should be to not cut the base of child welfare.
- Allan suggested that the breakdown of blended funding and barriers is essential.
- There was discussion about the need for legislative relief.

**Key points:  
Request that  
Policy Council  
Approve DCS  
Director's PSSF/  
CAPIT request  
For allocation**

**The following highlights were given:**

- DeAnna asked that there be four PSE positions allocated for part-time work for emancipated foster youth working at \$13 an hour to work in the ILP (Independent Living Program) to assist other foster youth to be successful in their transition to adulthood. DeAnna would like to bring on the four youth that are in college with the cost of \$54,000 per fiscal year for all four positions. She stated there is budget for it, and that it would not be an on-going salary position. It was mentioned that it would assist the youth to build an employment perspective. **There was no opposition to this recommendation.**
- DeAnna spoke about some structured programs are very expensive to get the outcomes needed. She stated that the Education Liaisons in DCS will be assessing and referring the children needing tutoring services. She stated there is a specified plan they will be following.
- Margaret Hill stated they just hired two specialists at County Superintendent of Schools to assist with tutoring services.

**Key points:  
Request Policy  
Council approval  
To form a  
Subcommittee  
To address the  
Nomination of  
A Lifetime  
Advocate award at  
The Shine the Light  
On Child Abuse Awards  
Breakfast**

**The following highlights were given:**

- Amy asked for volunteers to be on a small workgroup that will probably only meet twice in March to determine a lifetime Advocate this year that could be honored at the Awards Breakfast in April.
- Volunteers; Rosa Gomez, Rebecca Stafford, Chris Gardner, Karen Bell, and Margaret Hill
- **Amy and Tammy will set a meeting date and get back to the volunteers.**



- It was mentioned that a lifetime advocate does not have to be picked every year.
- Sue Taylor stated that community partners look at the selection of all the other categories.
- The committee can decide what lifetime means.
- Margaret asked is there a criteria and a list of past awardees for the past 10 years?  
Response: Yes, it can be provided at the meeting.

**Key points:**

**Request**

**Policy**

**Council to**

**Review**

**Recommendation**

**From IPC on**

**RCL increase for**

**Fields Comprehensive**

**Group Homes**

**The following highlights were given:**

- Amy referred everyone to the letter from IPC (Interagency Placement Council) in his or her agenda packets. The letter is from Faye Herrmman stating that the IPC has reviewed the request and do recommend the change.
- This would affect the 12 beds in both group homes that may not, necessarily, be filled by San Bernardino County children.
- DeAnna mentioned that IPC looks at existing group homes for San Bernardino County children by doing a demographic check. She asked are psychiatric step down services considered for assessment purposes?
- David Zook asked do we know if the majority of the beds are filled with children from other counties? Isn't it a business for profit, so the group home provider needs to keep the beds full. It was stated that there are over 1,000 group home beds in this county with only 3 to 400 placements from this county. It was also mentioned that the affects on local law enforcement, schools, etc. must be considered.
- The question was asked do we need 12 more beds at RCL 12 in this county or do we need a higher level? If this county writes a Letter of Support, the state will grant the rate increase.
- It was stated that the Crisis Response Team of DBH does offer treatment for children so that they can remain close to their families.
- It was stated that DCS and Probation have more of a need for RCL 14 beds.
- Kathy stated that about four years ago San Bernardino was given the ability to acquire group home incident complaints on all incidents whether or not San Bernardino County children were placed.
- Chris Gardner mentioned that a lot of the 602's Probation children are placed out of county and state.

- It was stated that Los Angeles County only has 1,000 beds and that usually 50% of the group home beds in San Bernardino County are filled with children from Los Angeles County.
- Margaret inquired can there be any bed guarantee? Response: No, due to cost.
- Rosa suggests review of needs, demographics, which uses beds, and the number of incident reports at the Fields Comprehensive Group Homes.
- It was also suggested to see if any children are on the waiting list.
- It was mentioned that DCS has a bed control system through the Central Placement Unit. It was suggested that Probation and DBH placement staff call DCS as they have a bed control system.

## **Other**

### **The following highlights were given:**

- April 10<sup>th</sup> is the Annual Shine the Lights on Child Abuse Awards Breakfast at the Orange Show. Children's Network is still accepting nominations and the form are found in the agenda packet.
- The call for proposal is in the mail for Children's Network Annual Conference in September. This year one of the keynote speakers is Chris Hansen from To Catch a Predator.
- Judge Slough mentioned she was very impressed recently with a report written from a First 5 provider that was from a START program. She said the report was very impressive and thorough.

## **Public Comment**

**None**

## **Next Meeting**

The next meeting will be February 27, 2008 at noon, Citrus Room 5<sup>th</sup> Floor, County Government Center, 385 N. Arrowhead Ave., San Bernardino.